

ROGERS ASPHALT PAVING CO.

P. O. Box K

PROPOSAL 6-20-89

La Grande, Oregon 97850

(503) 963-3633

City of Elgin

PO Box 128

Elgin, Oregon 97827

We hereby submit specifications & estimates for:
City Streets.

Birch Street - Clean & tac with CSS1 emulsified asphalt, build crown in center of street, patch holes & overlay with a 2 inch compacted mat of Class C asphalt. Areas 10' x 390' & 20' x 1270' - total of 29,300 sq. ft. Total cost \$19,833.00

Widen 14th. Street - We will excavate, compact sub base & place a 2 inch compacted mat of Class C asphalt. 8' x 480' \$2,360.00

Overlay 14th. Street - Clean & tac with CSS1 emulsified asphalt, pre-level & patch pot holes, overlay with a 2 inch compacted mat of Class C asphalt. Roadway 580' x 28', total of 16,240 sq. ft.; wings 30' x 30', total of 900 sq. ft.; total of 17,140 sq. ft.

Total cost of \$21,836.00

15th. Street - 2 inch overlay. We will clean & tac with CSS1 emulsified asphalt, pre-level & patch pot holes, overlay with 2 inch compacted mat of Class C asphalt. 31,120 sq. ft. \$1,660.00

WE PROPOSE hereby to furnish material & labor, complete in accordance with above specifications, for the sum of: _____

_____ Dollars (\$_____).

Payment to be made as follows: _____

Signature _____

Note:

This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL - The above prices, specifications & conditions are satisfactory & are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of

Acceptance _____ Signature _____

PLEASE sign & return one-copy



Department of Transportation
HIGHWAY DIVISION

TRANSPORTATION BUILDING, SALEM, OREGON 97310

In Reply Refer to
File No.:

INT 3-2

May 5, 1989

City of Elgin
Attn: Joe Garlitz
City Recorder
P.O. Box 128
Elgin, OR 97827

Dear Mr. Garlitz:

SUBJECT: 1990 SPECIAL CITY ALLOTMENT PROGRAM

In January 1989, information and applications for the 1990 Special City Allotment Program were mailed to you. We wish to remind you the deadline to apply is July 1, 1989. We have enclosed the Resolution form that was mistakenly omitted from the packet you received in January.

If you need additional application forms, or if you have questions regarding the Program, please write to me at 309 Transportation Building, Salem, OR 97310, or phone 378-6563.

Very truly yours,

Michael K. Shultz
Special Programs Coordinator
Program Section

MKS:bkw
Enc.



Department of Transportation
HIGHWAY DIVISION

TRANSPORTATION BUILDING, SALEM, OREGON 97310
January 26, 1989

Winona Bonney
City Recorder
City of Elgin
P.O. Box 128
Elgin, OR 97827

PRO In Reply Refer to
File No.:

Dear Ms. Bonney:

SUBJECT: 1990 SPECIAL CITY ALLOTMENT PROGRAM

Enclosed are application forms for your City to apply for a \$25,000 allotment from the 1990 Special City Allotment (SCA) fund. You are encouraged to file these applications as soon as possible. Applications for projects must be on file in this office prior to July 1, 1989.

The SCA Program was established in 1947 by the State Legislature under ORS 366.805. The guidelines and a working agreement on this program have been developed in cooperation with the League of Oregon Cities (copy enclosed). The purpose of the program is to assist cities in repairing or reconstructing City streets which are receiving excessive wear through sudden increases in population in the area, or heavy and unusual traffic. The sum of \$750,000 is available for the 1990 program with a maximum of \$25,000 to be allocated to a City.

After receiving the applications, on-site investigations will be conducted to evaluate the merits of each request. This evaluation is based on the criteria of traffic volume, pavement condition, population growth, economic growth, and the previous projects received by the City.

While we receive many highly qualified requests, a few cities continue to have difficulty identifying projects meeting the criteria of the program. Following are points you should consider in selecting your project for application.

1. A first consideration should be to ascertain compliance with ORS 366.805, which states that these funds are to be used to assist cities in repairing or reconstructing city streets which are receiving excessive wear through sudden increases in population in the area, or heavy and unusual traffic.
2. The street must be under the ownership, jurisdiction, and control of the City. State or county maintained roads within the City limits are not eligible.

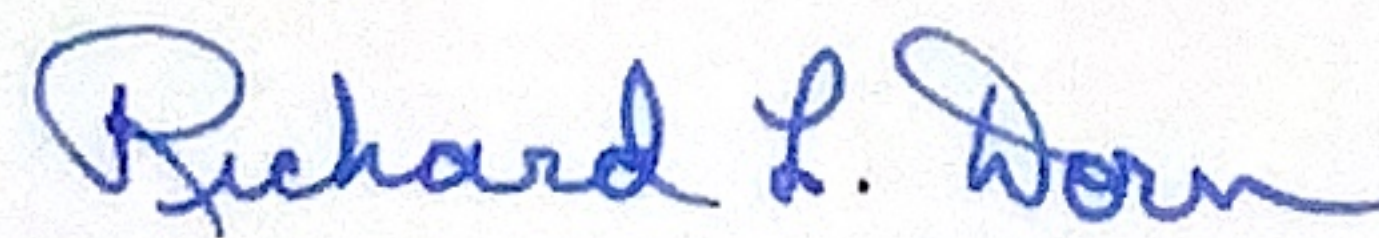
3. When selecting a project, try to pick a street in very poor condition and carrying a high volume of traffic, such as:
 - (a) A street serving an agricultural, commercial, or industrial facility, a school complex, a tourist attraction, or some other feature of local importance or interest and exhibiting wear from heavy and/or unusual traffic.
 - (b) A street serving a growth area such as a new housing subdivision or commercial development.
 - (c) A main thoroughfare with an increasing volume of traffic.
4. Poor candidates would be streets with deterioration caused by bad drainage or the installation of underground utilities. Deadend streets or those in quiet neighborhoods are usually poor selections.
5. A good method of selection is to have several people drive over and examine the City's streets and then pick the street which best complies with the guidelines and meets the law. Each year applications are received which do not present the best candidate from the City. We highly recommend you compare several streets before you make a final selection.

When completing the application, be sure that all questions which apply are answered and that both the application and accompanying resolution have original signatures.

In order to be eligible, City must have completed all previous SCA projects. A project will be considered to have been completed when a Final Inspection Report submitted by the Region Federal Aid Specialist so indicates. This report must be received by October 1, to facilitate completion of the selection process. This will allow submission of a recommendation to the Transportation Commission, in a timely manner, for them to approve the cities to be funded under the program.

If you need additional forms, or if you have questions regarding the Program, please contact Mr. Richard Dorn, Special Programs Coordinator, Program Section, 309 Transportation Building, Salem, OR 97310. Phone: 378-6514.

Very truly yours,


for Cam Gilmour, Manager
Program Section

RLD:pf
Enclosure

OREGON DEPARTMENT OF TRANSPORTATION
HIGHWAY DIVISION
IN COOPERATION WITH THE
LEAGUE OF OREGON CITIES

SPECIAL CITY ALLOTMENT PROGRAM
GUIDELINES AND WORKING AGREEMENT

I. Purpose

The purpose of this document is to establish guidelines and working procedures for administering the Special City Allotment (SCA) Program.

II. Policy

It is the policy of the Oregon Department of Transportation (ODOT), Highway Division (State), to cooperate with the League of Oregon Cities (LOC) in the adoption of procedures and guidelines for selecting, developing, financing and constructing SCA projects in accordance with ORS 366.805.

III. Organization

- A. The Program Section and the Region Engineers are responsible for administering the SCA Program on behalf of the State.
- B. Cities in Oregon are governed by Councils or Commissions, staffed with an organization capable of administering the selection, development, and improvement of their streets under the SCA Program, in cooperation with the State.

IV. Financial Participation & Fund Allocation

- A. Special City Allotment Account.
 - 1. The SCA Program, by the authority granted in ORS 366.805, provides for withdrawal from State Highway funds, appropriated for allocation to the several cities in Oregon, the sum of \$250,000 annually.

V. System Selection & Eligibility

- A. Cities of less than 5,000 population, based on the latest available Federal census, shall be eligible to participate in the program.
- B. To be eligible, city streets, may not be a part of the county or state road system, and must be receiving excessive wear through sudden increases in population in the area, or heavy or unusual traffic.
- C. City must have completed all previous SCA projects.
- D. Any portion of a street, upon which SCA funds have been expended, is not eligible for additional SCA funds for a period of ten (10) years following the approval of such funds.

VI. Project Application and Investigation

- A. State shall, in January of each calendar year, submit a letter and necessary data to all eligible cities, advising them of the SCA program.
- B. City shall make application prior to July 1 of each calendar year for the following year's program.
- C. State shall maintain a record of all cities that submit completed resolution and project application forms.
- D. For each application received, State shall conduct on-site project investigation, meeting with appropriate city officials, if possible, and discuss project and program.

VII. Project Selection

- A. State shall prioritize and recommend the most meritorious projects to the Oregon Transportation Commission (OTC) for approval. Selected projects shall meet the criteria described in ORS 366.805.
- B. State shall inform each applicant of OTC action taken on their requested project.
- C. State and City shall enter into an agreement for each approved SCA project. The agreement shall be prepared by the State, and describe the project and assign specific responsibilities.

- a. The \$250,000 will be withdrawn annually during calendar years 1988, 1989 and 1990. Commencing in 1991, the amount withdrawn will be \$500,000 annually.
 - b. The State will contribute \$500,000 annually during calendar years 1988, 1989 and 1990. Commencing in 1991, the State's contribution will be terminated (pursuant to 1987 Legislation).
2. The money is to be set up in a separate account to be administered by the Oregon Transportation Commission.
 3. Money from the account shall only be used upon streets that are: 1) not a part of the county or state highway system; 2) that are within cities of less than 5,000 population; and 3) that are receiving excessive wear through sudden increases in population in the area or heavy and unusual traffic.

B. Administration

1. State shall investigate all applications each year and make recommendation to the Oregon Transportation Commission on selection of cities to receive annual allotments.
2. Upon approval by the Commission, State and City shall execute an agreement for the City to administer the project and receive a maximum allotment of \$25,000 for any one project.
3. After execution of the agreement, City shall submit plans, estimates, and specifications to State for review. Upon concurrence, State shall advance City one-half (50%) of the estimated cost of the project, not to exceed \$12,500.
4. City shall, if the project is cancelled by City, repay the full amount of funds advanced by State.
5. City shall complete construction of the project within two years of the date of Commission approval, unless extension of time is granted.
6. City shall, upon completion of project, certify to State that project has been constructed in substantial conformance with plans and specifications.
7. State shall perform final inspection of the project and, if acceptable, request documentation of project costs from city, for final payment by State.

VIII. Preliminary Engineering

- A. Design Standards. City standards will apply subject to approval by State. Other standards may be used if they comply with good engineering practice. (i.e., OSHD, APWA, etc.)
- B. Project Plan Development. Preliminary Engineering shall be performed by the applicant or consultant and may be included in the total project costs. The City or its consultant shall prepare all plans, specification and estimates in conformance with acceptable standards. The City shall advertise for bids and award the contract, unless otherwise agreed upon.

IX. Right of Way

The acquisition of real property shall comply with ORS 281.045 through ORS 281.105.

The City shall assume responsibility for the acquisition of all right-of-way at its sole expense. Right-of-Way may be acquired by the City or on behalf of the City, by a consultant or the State as they select. If the State performs the acquisition, a right-of-way services agreement shall be executed setting forth the responsibilities of each party.

X. Utilities

The City shall accept all responsibility for adjustment and relocation of all utility installations.

XI. Construction Engineering

Construction engineering shall be the responsibility of the City and may be included in the total project cost, not to exceed a maximum of \$25,000.00.

XII. Maintenance

Upon completion of construction, the City shall maintain the project at its sole expense.

XIII. Revisions

This document shall be reviewed on a biennial basis, and may be revised at the written request and by mutual consent of the parties hereto.

The Oregon Transportation Commission, by a duly adopted delegation order, authorized its Chairman or Vice Chairman to act in its behalf in approving this agreement. Approval was given for this agreement on JAN 18 1988 by Chairman Michael P. Hollem, which approval is on file in the Commission records. The delegation order also authorizes the State Highway Engineer to execute the agreement on behalf of the Commission.

Shirley J. Huffman
President, League of Oregon Cities (LOC)

Date 12-31-87

APPROVED AS TO
LEGAL SUFFICIENCY

By James L. Loefer
Attorney in Charge

Date 1-8-88

STATE OF OREGON, by and through
its Department of Transportation,
Highway Division

[Signature]
State Highway Engineer

Date 1/22/88

CITY OF ELGIN

P. O. BOX 128

ELGIN, OREGON 97827

PHONE 437-2253

SMALL CITIES HIWAY GRANT SPECIAL CITY ALLOTMENT

The City of Elgin proposes to repair portions of birch street and 14th street. These streets carry the traffic to and from the Elgin High School. During the school year the traffic over these streets is unusually heavy. Passenger car traffic during the morning and in the afternoon is very heavy. There is also considerable traffic during the noon lunch break and in the evenings. The evening traffic during meetings and sporting events is quite high as well. The school bus traffic over these streets causes heavy loading of the streets and adds to their extra wear.

This portion of Birch is close to the mill. As a result several log trucks are home based along the street. Though the trucks are not loaded while traveling on the street they do cause an additional heavy load stress to the street base.

The existing condition of the streets is as shown on the attached area map. Right-of-way widths and street project lengths are indicated thereon.

The project proposed is as follows:

BIRCH STREET

Clean and tac with CSSI emulsified asphalt, build crown in center of the street, patch holes and overlay with a 2 inch compacted mat of asphalt. Two areas are involved, one 10'x390', and one 20'x1270'

14TH STREET

Widen the street 8' for a length of 480'. Excavate the area and compact the sub-base, overlay with a 2" compacted mat of asphalt.

Clean and tac with CSSI emulsified asphalt, pre-level and patch pot holes, then overlay with a 2" mat of compacted asphalt. Total street length 580', width 28'.

The project cost is estimated to be \$31,000. The grant portion of the project would be \$25,000 and the city portion will be about \$6,000.

DRAFT
RLD:pf
1/21/87

SPECIAL CITY ALLOTMENT (SCA) APPLICATION

CITY OF Elgin Date June 22

Street Name Birch (Locate on map) (From 12th to 17th)

14th From Birch to Division

Project Length 1,850 AVERAGE DAILY TRAFFIC Cars Trucks

Estimated project cost ~~30,000.00~~ 83,000

STREET SECTION:	Shldr	Travel Lane	Travel Lane	Shldr
Existing width:	<u>4'</u>	<u>8 10'</u>	<u>10'</u>	<u>4' gravel</u>
Proposed width:	<u>4'</u>	<u>10'</u>	<u>10'</u>	<u>8'</u> A.C. (14 th ST.)

PAVEMENT: Type (Gravel, Oil Mat, A.C. or P.C.C.) Extg AC Proposed AC Thkn

CURBS: Extg 300' Proposed: Length Type (Curb, Curb & Gutter, Other)

SIDEWALK: Extg 300' Proposed: Width Length

STORM SEWER: Extg None Proposed: Adjust ☒ New, Inlets ☒ Pipe (dia. length)

BRIDGE: Name No. Length Width

Name of Stream Type of Structure

Sufficiency Rating No. Will street work also be done?

RIGHT OF WAY: Width 60' Adequate or City to acquire additional? YES
79' 14"

Remarks: See Attachments

By
Mayor

By
City Recorder

By
City Administrator

6

19,833.00

5 1/4" Division - Birch

19,833.00
 1,660.00
 9,836.00
 00,299.00

31
 132
 88
 60
 180
 78
 538

21
 202
 160
 79
 100
 420
 73
 1034

17" - 12" Birch

120
 120
 10
 60
 120
 10
 162
 60
 120
 105

1,220
 580
 1,850

887

1 1 1
 887
 1034
 538
 2459

12
 2,459
 30
 73170

RESOLUTION 1989-13

SPECIAL CITY ALLOTMENT

RESOLUTION

WHEREAS, under the provisions of ORS 366.800 and 366.805, there has been withdrawn from state highway funds appropriated for allocation to the several cities of the State of Oregon the sum of Two Hundred Fifty Thousand and No/100 (\$250,000.00) Dollars, and in addition there has been withdrawn from monies available to the Department of Transportation from the State Highway Fund the sum of Five Hundred Thousand and No/100 (\$500,000.00) Dollars, and said sums having been set up in a separate account to be administered by the Oregon Transportation Commission and to be allotted each year by said Commission to be spent, within cities, upon streets not a part of the state highway system, which are receiving excessive wear through sudden increases in population in the area or heavy and unusual traffic; and

WHEREAS, the City of ELGIN is an incorporated city of the State of Oregon and has a population of less than 5,000 as given by the latest official federal census; and

WHEREAS, the following streets of said City, BIRCH STREET and
17th STREET

are not a part or parts of the state highway system, but are streets under the jurisdiction and control of said City which are "receiving excessive wear through sudden increases in population in the area or heavy and unusual traffic"; and

WHEREAS, said streets are and each of them is in need of repair, reconstruction, or other major improvement.

NOW, THEREFORE, the members of the City Council, in regular or special session assembled, do hereby find, declare, and resolve:

1. That the aforementioned named streets of said City are in need of repair, reconstruction, or other major improvement.

2. That said streets are in their present state and condition of disrepair by reason of excessive wear through sudden increases in population in the area, or by heavy and unusual traffic.

3. That the Oregon Transportation Commission hereby is respectfully requested to consider and declare said streets as qualified for reconstruction, repair, or other improvements out of funds allocated and made available by and through the said \$750,000 appropriation of revenues which is to be administered and spent by the Transportation Commission.

4. That the City of ELGIN does hereby offer to Transportation Commission and does hereby pledge complete cooperation and assistance to the end, that said City may share and participate in the use and benefit of said special fund and appropriation; and therefore does designate Joe GARlitz, City Recorder as the official representative of the City in all negotiations resulting from this request.

Passed and approved this 13th day of JUNE, 1989.

There is attached hereto and made a part hereof, a city map on which is indicated the street, streets, road, or roads, described in this resolution.

I hereby certify that the foregoing resolution was passed and approved by the City Council of the City of ELGIN, OREGON at a regular or special meeting of said Council, held on the 13th day of JUNE, 1989, and the above copy is a true and correct copy of the original and of the whole thereof.

Dated this 14th day of June, 1989.

Joe GARlitz
City Recorder

ROGERS ASPHALT PAVING CO.

P. O. Box K

PROPOSAL 6-20-89

La Grande, Oregon 97850

(503) 963-3633

City of Elgin

PO Box 128

Elgin, Oregon 97827

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Total cost of \$8,836.00

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WE PROPOSE hereby to furnish material & labor, complete in accordance with above specifications, for the sum of: _____

_____ Dollars (\$ _____).

Payment to be made as follows: _____

Note:

This proposal may be withdrawn by us if not accepted within _____ days.

Signature

Don Hampton

ACCEPTANCE OF PROPOSAL - The above prices, specifications & conditions are satisfactory & are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of

Acceptance _____ Signature _____

PLEASE sign & return one copy